

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

Version 2

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Inkster Housing Commission

PHA Number: MI027

PHA Fiscal Year Beginning: (mm/yyyy) 01/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

The Inkster Housing Commission's mission is not only to provide safe, decent, sanitary and affordable housing for families in need, but also to develop new horizons which promotes greater economic opportunities through assisting participants in achieving self-sufficiency, enhancing housing options, fostering healthy and vibrant neighborhoods, promoting empowerment of clients and staff, furthering the aims of fair housing and developing successful partnerships with federal, state and local community organizations.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☒ Apply for additional rental vouchers: 100 Spring of 2001
- ☒ Reduce public housing vacancies: 2000 Baseline of 129 Vacant units – reduced by : 30 units 1st Quarter of 2001, 30 units 2nd Quarter of 2001, 30 units 3rd Quarter of 2001, 30 units 4th Quarter of 2001
- ☐ Leverage private or other public funds to create additional housing opportunities:

- ☐ Acquire or build units or developments
- ☐ Other (list below)

- ☒ PHA Goal: Improve the quality of assisted housing
Objectives:
 - ☒ Improve public housing management: (PHAS score) FY2001 - 60%, FY2002 - 70%, FY2003 - 80%, FY2004 - 90%
 - ☒ Improve voucher management: (SEMAP score)
 - ☒ Increase customer satisfaction: This has been addressed in the Resident Survey Follow-up Action Plan
 - ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - ☒ Renovate or modernize public housing units: Please see the 5 Year Capital Fund Action Plan
 - ☒ Demolish or dispose of obsolete public housing: FY2001 – 4 Fire units
 - ☐ Provide replacement public housing:
 - ☒ Provide replacement vouchers:
 - ☒ Other: (list below) Improve maintenance, marketing

- ☒ PHA Goal: Increase assisted housing choices
Objectives:
 - ☒ Provide voucher mobility counseling: Beginning the 2nd Quarter of 2001
 - ☒ Conduct outreach efforts to potential voucher landlords – Beginning the 1st Quarter of 2001
 - ☐ Increase voucher payment standards
 - ☐ Implement voucher homeownership program:
 - ☐ Implement public housing or other homeownership programs:
 - ☐ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - ☐ Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- ☒ PHA Goal: Provide an improved living environment
Objectives:
 - ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Addressed in the IHC ACOP
 - ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: Addressed in the IHC ACOP

- ☒ Implement public housing security improvements: Addressed in the IHC's PHDEP Plan
- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities) Twin Towers – (27-4) is planned for elderly only designation by the Spring of 2001
- ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families: Implement Section 3 in contracting in the 1st Quarter of 2001, Income Targeting, and Adoption of local working preference.
- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Addressed in the IHC ACOP
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Addressed in the IHC ACOP
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Addressed in the IHC ACOP
- ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☒ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ (Attachment B) Admissions Policy for Deconcentration
- ☒ FY 2000 Capital Fund Program Annual Statement
- ☒ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) (mi027a02)

Optional Attachments:

- ☐ PHA Management Organizational Chart
- ☒ FY 2000 Capital Fund Program 5 Year Action Plan
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan (mi027a01)
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☒ Other (List below, providing each attachment name)
Attachment A – Community Service Requirement

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
X	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	5	5	4	5	5	4	5
Income >30% but <=50% of AMI	5	5	2	5	5	3	5
Income >50% but <80% of AMI	5	5	5	5	5	5	5
Elderly	2	4	2	3	2	1	1
Families with Disabilities	5	5	5	5	5	5	5
Black	5	5	5	5	5	5	5
White	3	3	2	3	5	3	2
Hispanic	5	5	5	5	5	5	5
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☐ Consolidated Plan of the Jurisdiction/s
Indicate year:
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy
("CHAS") dataset
- ☐ American Housing Survey data
Indicate year:
- ☒ Other housing market study
Indicate year: 2000
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	96		150
Extremely low income <=30% AMI	96		
Very low income (>30% but <=50% AMI)	0		
Low income (>50% but <80% AMI)	0		
Families with children	74	77	
Elderly families	0	0	
Families with Disabilities	0	0	
White	0	0	
Black	96	100	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 8			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	20		
Extremely low income <=30% AMI	15	75	
Very low income (>30% but <=50% AMI)	2	10	
Low income (>50% but <80% AMI)	3	15	
Families with children	16	80	
Elderly families	0	0	
Families with Disabilities	0	0	
Black	20	100	
White	0	0	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	4	20	
2 BR	7	35	
3 BR	6	30	
4 BR	2	10	
5 BR	1	5	
5+ BR	0	0	

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☒ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available

- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☒ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☐ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government

- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	2,347,271	
b) Public Housing Capital Fund	1,850,031	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,965,933	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	196,673	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
MI27-P02-708	1,635,700	
99 PHDEP	46,175	
99 ROSS	38,613	
95 FIC	10,000	
99 CGP	1,580,200	
3. Public Housing Dwelling Rental Income	1,305,000	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
Excess Utilities	7,300	
Other Income	62,700	Public Housing Operation
Investment Interest	18,350	
Non dwelling rental	59,100	
4. Non-federal sources (list below)		
Total resources	11,187,113	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☒ Other: (describe) Immediately after application

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☐ Other (describe)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
☐ Sub-jurisdictional lists
☐ Site-based waiting lists
☐ Other (describe)

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
☐ PHA development site management office
☐ Other (list below)

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One
☐ Two
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☐ Emergencies
☒ Overhoused
☐ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☒ Other: (list below)
Designated Housing

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
☒ Victims of domestic violence

- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☒ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 1 Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☒ The PHA applies preferences within income tiers
☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☐ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy
☒ PHA briefing seminars or written materials
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
☒ Any time family composition changes
☐ At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists
If selected, list targeted developments below:
- ☒ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
Lemoyne Gardens, Demby Terrace, Canterbury West, and Parkside Estate

- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)
- d. ☒ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- ☒ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☒ List (any applicable) developments below:
Lemoyne Gardens, Demby Terrace, Canterbury Estate
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☒ List (any applicable) developments below:
Parkside Estate

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)

☐ Other (list below)

- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☒ Other (describe below)
Previous landlord information, if on file

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☐ PHA main administrative office
- ☒ Other (list below)
Section 8 Office

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Medical documentation of hospitalization

(4) Admissions Preferences

a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
Substandard housing
Homelessness
High rent burden
- Other preferences (select all that apply)
- 1 Working families and those unable to work because of age or disability
Veterans and veterans' families
Residents who live and/or work in your jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
Households that contribute to meeting income goals (broad range of incomes)
Households that contribute to meeting income requirements (targeting)
Those previously enrolled in educational, training, or upward mobility programs
Victims of reprisals or hate crimes
Other preference(s) (list below)
- 2 Those applicants currently receiving assistance in public housing will be housed after those applicants currently not receiving Section 8 assistance.
4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)
- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- ☒ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- ☒ The Section 8 Administrative Plan

- ☒ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
☒ Other (list below)
Radio (Public Service Announcements)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☒ \$26-\$50

2. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

Temporary and Long-term Financial Cases

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☒ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☐ Yes for all developments

☐ Yes but only for some developments

☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☐ For all developments

- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- ☒ Other (list below) At anytime the family experiences an income or family composition change

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing

- ☐ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
☒ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☐ \$1-\$25
☒ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached. (See Attachment C)
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	724	19/month
Section 8 Vouchers	111	41
Section 8 Certificates	81	0
Section 8 Mod Rehab	N/A	

Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	724	
ROSS	151	
FIC	573	
Comprehensive Grant	724	
Family Self Sufficiency	0	

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
 - Admissions and Continued Occupancy Policies
 - Maintenance Policy/Maintenance Plan
 - Financial Policies and Procedures
 - Procurement Policy/Procurement Procedure
 - Administrative Order #'s 1, 2, 6, 12, 14, 18, 22, 26, 28, 30, 36, and 41
- (2) Section 8 Management: (list below)
 - Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
☐ PHA development management offices
☒ Other (list below) The residents of Twin Towers may initiate the grievance process in the Management Office of Twin Towers

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office (for Public Housing)
☒ Other (list below) Section 8 office (for Section 8)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) mi027a03

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- ☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)
- or-
- ☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:

- ☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

- ☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Lemoyne Gardens
1b. Development (project) number: MI-27-1
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>07/30/01</u>
5. Number of units affected: 6
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 09/30/01 b. Projected end date of activity: 10/31/01

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: Twin Towers
1b. Development (project) number: MI 27-4
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (07/30/01)
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 200
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: Twin Towers
1b. Development (project) number: MI-27-4
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below): HUD/TARC is in the process of procuring a Consultant to assist IHC with the completion of the application process.
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other

than conversion (select one)

- ☐ Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: 1b. Development (project) number:	
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY
Planned Cooperative Agreement by 01/30/01

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☒ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families

- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 12/31/00)
Public Housing	N/A	N/A
Section 8	23	0

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- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

FSS Action Plan will be re-implemented in FY 2001

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - ☒ Informing residents of new policy on admission and reexamination
 - ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
 - ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
 - ☒ Residents fearful for their safety and/or the safety of their children

- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

Lemoyne Gardens, Canterbury West, Demby Towers, Parkside Estate, Twin Towers

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
 - ☒ Crime Prevention Through Environmental Design
 - ☒ Activities targeted to at-risk youth, adults, or seniors
 - ☐ Volunteer Resident Patrol/Block Watchers Program
 - ☒ Other (describe below)
- Provide Security Lighting
Provide additional police officers
Above – baseline coverage

2. Which developments are most affected? (list below)

Lemoyne Gardens, Canterbury West, Demby Towers, Parkside Estate, Twin Towers

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Lemoyne Gardens, Canterbury West, Demby Towers, Parkside Estate, Twin Towers

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: MI027a01)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)

2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☒ Yes ☐ No: Were there any findings as the result of that audit?
4. ☒ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? 4
5. ☐ Yes ☒ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)? 04/13/01

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - ☐ Not applicable
 - ☐ Private management
 - ☐ Development-based accounting
 - ☐ Comprehensive stock assessment
 - ☐ Other: (list below)
3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - ☐ Attached at Attachment (File name)
 - ☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (State of Michigan)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - ☐ Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Inkster Public Housing Authority will be provided with a consultation with MSHDA staff to determine which MSHDA programs could best provide assistance to improve its operations and further, will be provided assistance upon making a successful application for the identified program (s).

C. Other Information Required by HUD

19. Definition of “Substantial Deviation” and “Significant Amendment or Modification”

The Inkster Housing Commission has defined “Substantial Deviation” and “Significant Amendment or Modification” as they relate to the Agency Plan as follows:

“Substantial Deviation(s)” from the 5-year Action Plan shall be explained in the Annual Plan for the period in which they occur and shall include

- any change to rent or admissions policies or organization of the waiting list;
- additions of non-emergency work items (items not included in the current Annual Statement or 5-year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
- additions of new activities not included in the current PHDEP Plan;

- and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

“Significant Amendment or Modification” of the Annual Plan means

- any change to rent or admissions policies or organization of the waiting list;
 - additions of non-emergency work items (items not included in the current Annual Statement or 5-year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
 - additions of new activities not included in the current PHDEP Plan;
- and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachment A

The following Community Services and Economic Self-sufficiency Requirement is an excerpt from the Admissions and Continued Occupancy Policy (ACOP)

Section 12

Community Services and Economic Self-sufficiency Requirement

The 1998 Act adds a new requirement for non exempt residents of public housing. Each nonexempt adult (eighteen years of age or older) resident must contribute eight (8) hours for each month of community service or participate in a self-sufficiency program for 8 hours in each month. Community service is service for which the individual volunteers. Self-Sufficiency Participation in self-sufficiency activities can satisfy part or all of a resident's requirement to perform community service. A non exempt adult public housing resident may participate in an economic self-sufficiency program for 8 hours in each month. The 1998 Act defines economic self-sufficiency program to include activities that are designed to encourage, assist, train or facilitate economic independence. It is the policy of the Housing Authority (HA) to promote this requirement.

1. Definitions.

Community service. The performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.

Exempt individual. An adult who:

- a. Is 62 years or older;
- b. (i) Is a blind or disabled individual, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), and who certifies that because of this disability she or he is unable to comply with the service provisions of this subpart, or
(ii) Is a primary caretaker of such individual;
- c. Is engaged in work activities;
- c. Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State in which the PHA is located, including a State-administered welfare-to-work program; or
- e. Is a member of a family receiving assistance, benefits or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State in which the PHA is located, including a State administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such a program.

Service requirement. The obligation of each adult resident, other than an exempt individual, to perform community service or participate in an economic-self sufficiency program required in accordance with 960.603.

Work Activities As used in this section, the term "work activities" means-

- a. unsubsidized employment;
- b. subsidized private sector employment;
- c. subsidized public sector employment;
- d. work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
- e. on the-job training;
- f. job search and job readiness assistance;
- g. community service programs;
- h. vocational educational training (not to exceed 12 months with respect to any individual);
- i. job skills training directly related to employment;
- j. education directly related to employment, in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency;
- lc. satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certificate; and
- l. the provision of child care services to an individual who is participating in a community service program.

2. Service requirement.

Except for any family member who is an exempt individual, each adult resident of public housing must:

- a. Contribute 8 hours per month of community service (not including political activities); or
- b. Participate in an economic self-sufficiency program for 8 hours per month; or
- c. Perform 8 hours per month of combined activities as described in paragraphs (a)(1) and (a)(2) of this section.

3. Family violation of service requirement.

Community Services Lease Requirements. Under the 1998 Act, public housing leases must have 12 month terms. The lease must be automatically renewable except for noncompliance with the community service requirements. The public housing lease also must provide for termination and eviction for noncompliance with the community service requirements.

The HA shall implement this provision for each family this lease requirement immediately with a 60 day notice to all resident to execute an new lease. The HA may not renew or extend the lease if a household contains a nonexempt adult who has failed to comply with the community service requirement. Violation of the service requirement is grounds for nonrenewable of the lease at the end of the twelve month lease term, but not for termination of tenancy during the course of the twelve month lease term.

Specific lease language (excerpts from PART 1).

Resident's Obligations

A. Responsibilities - In addition to other obligations of Resident under this Lease, Resident agrees to accept full responsibility for the Resident, all members of the Resident's household and all guests and:

5. To sign, when available, a **Community Service or Family Self-Sufficiency Improvement Plan** which commits Resident to full participation in the HA's resident community service or economic development initiatives. Participation is mandatory for the duration of Resident's tenancy.

B. Community Service and Self-Sufficiency Participation - This requirement shall be implemented upon the issuance of final rule by HUD and will require each adult members of the family to participate in a minimum of 8 hours a month in community service or economic self-sufficiency training. This does not apply to elderly persons, disabled persons, persons already working, persons exempt from work requirements under State welfare to work programs, or persons receiving assistance under a State program that have not been found to be in noncompliance with such a program. The HA shall refuse to renew the resident's 12-month lease for failure to satisfy this requirement.

10. Termination

A. Management shall not terminate or refuse to renew this Lease except for serious or repeated violations of material terms of this Lease such as failure to make payments due under the Lease or to fulfill the Resident's obligations set forth in Section 5 of this Lease or for other good cause, **including but not limited to:**

4. Community Service and self-sufficiency Community Service - The HA shall refuse to renew the resident's 12-month lease for failure to satisfy this requirement.

2. Approved community services and economic self-sufficiency activities.

Each year, the HA shall, with the assistance of the resident organization(s) and local TANF agencies, look at a broad range of self-sufficiency and community service activities. A list of acceptable self-sufficiency and community service activities shall be posted at the HA office.

Acceptable self-sufficiency and community service shall include any of the following:

1. Work experience (including work associated with the refurbishing or maintenance of publicly assisted housing) if sufficient private sector employment is not available;
2. participating in approved resident council activities;
3. on-the-job training;
4. job search and job readiness assistance;
5. volunteering for local social service to assist in program delivery;
6. Job skills training directly related to employment;
7. education directly related to employment, in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency; and
8. the provision of child care services to an individual who is participating in a community service program.

5. Exemptions to the requirement for community services and economic self-sufficiency.

All adult members (over the age of 18) of families living in public housing shall either contribute eight hours per month of community service within the community in which the family lives, or participate in an economic self-sufficiency program. Elderly persons, disabled persons, persons already working, persons exempt from work requirements under state welfare programs, or persons

receiving assistance under state welfare programs are exempt from the requirement, The PHA must obtain written information from the local welfare agency to determine whether a resident is exempt from community service.

Exemptions shall be granted to adults who are 62 years of age or older, persons with disabilities, persons engaged in work activities (as defined by section 407(d) of the Social Security Act), and persons participating in a welfare to work program, or receiving assistance from and in compliance with a State program funded under part A, title IV of the Social Security Act.

Persons eligible for a disability deduction are not necessarily automatically exempt from the community service, economic self-sufficiency requirement. The 1998 Act defines "disability" very narrowly for the purpose of the community service requirement. Further, the Act states that a person is exempt only to the extent the disability makes the person "unable to comply" with the community service requirement. The HA shall ensure that the community service and self-sufficiency programs are accessible to persons with disabilities.

Families who pay flat rent, live in public housing units within market rate developments, or families who are over income when they initially occupy a public housing unit are not automatically exempt.

6. Administration of qualifying community service or self-sufficiency activities for residents.

e. Initial Resident notification of requirements.

The HA shall provide written notification of the provisions of the community service requirement to all residents, including a description of the service requirement, who is exempt, and how the exemption will be verified.

b. Determination of qualifying community service or self-sufficiency activities at pre-application.

5. At pre-application time, each family member over the age of 18 must declare exemption from the Community Service requirement or prior to occupancy each family member must sign an agreement and community service plan to participate. If exemption is claimed, the exemption shall be verified as required by paragraph c below.

6. If the family member is not exempt, it is noted on the pre-application. Prior to lease signing, each adult family member must enter into a Community Service Agreement and develop a plan to comply with the Agreement.

7. Failure of an adult member to enter into a Community Service Agreement and develop a plan to comply with the Agreement will be cause for withdrawal of the offer for occupancy.

c. Determining and documenting residents' exemptions.

The HA shall verify an adult's exemption status upon admissions and annually. An individual exempt by being over 62 years in age would not need verification. The HA shall document all exemptions for the resident's file. The HA shall follow the same standards of documentation for exemptions as it does for other verifications and will require a third party written verification.

d. Changing exemption status.

A resident is permitted to change exemption status during the year if his/her situation changes. Unemployed residents, for example, shall be able to request a determination of exemption if they find work or start a training program. Persons eligible for a disability deduction are not necessarily automatically exempt from the community service, economic self-sufficiency requirement.

e. **Verifying compliance prior to lease renewal.**

The HA shall verify compliance annually, at least 30 days before the expiration of the lease term. Self-certification by residents is not acceptable; third party certification must be provided by the entity with whom the resident is working.

f. **Noncompliance.**

The HA shall determine, on an annual basis, if non-exempt residents are in compliance. The HA shall permit noncompliant families to cure the noncompliance by requiring the noncompliant adult and the head of household to sign an agreement to make up the hours needed within the next 12-month period. Continued noncompliance will result in eviction of the entire family, unless the noncompliant family member is no longer a part of the household.

g. **Compliance documentation**

Documentation must be provided to verify compliance with community service requirements. Selfcertification by residents is not acceptable; third party certification must be provided by the entity with whom the resident is working. The documentation shall be placed in the resident's file at the time of reexamination.

Attachment B

Step 3 - Deconcentration of Poverty and Income-Mixing in Public Housing Section 513 of the QHWRA

The AHA adopts these admission policies to achieve both the goals of reducing poverty and income mixing in public housing. The policy includes include slapping over certain applicants on the waiting list based on incomes. Skipping is applied only when it is necessary to serve the required percentage of the neediest families (extremely low income). Income skipping shall be uniformly applied.

The housing authority shall deconcentrate poverty in each of its housing developments by bringing higher income tenants into lower income public housing projects and bringing lower income tenants into higher income public housing projects. The housing authority shall make every effort to maintain the following income mix for each development:

- 40 percent of families with incomes below 30 percent of median ("very poor families") in a fiscal year.
- 60 percent of other admissions shall comply with eligibility limits under the current regulations (24 CF. 982.201(b)) and law.

To this end, the housing authority will take the following steps:

Initial assessment and current occupancy

- Sixty days before the start of the fiscal year, the housing authority shall assess each development to determine the percentage of families whose income are at or below 30 percent of median ("very poor families") of HUD's 1999 income limits. The housing authority will determine and compare the relative tenant incomes of each development and the incomes of the census tract in which the development is located.
- Developments where the percentage of families whose income are at or below 30 percent of median ("very poor families") of HUD's 1999 income limits exceeds 40%:
- Should the housing authority find that the percentage of families whose income are at or below 30 percent of median ("very poor families") of HUD's 1999 income limits exceeds 40% in any one development, the housing authority shall offer the opportunity for relocation to a development where the percentage of families whose income are at or below 30 percent of median ("very poor families") of HUD's 1999 income limits may be less than 40%. The offer of relocation will be based on the following:
 - Availability of appropriate units in other developments where the percentage of units available or families whose income are below 30 percent of median ("very poor families") of HUD's 1999 income limits; and
- Ability of the relocating family to meet all admission requirements.
- For each development, should more families wish to relocate than the number of units available for families whose income are at or below 30 percent of median ("very poor families") in other developments, the housing authority shall conduct a lottery. The lottery will be publically held at a regularly scheduled board meeting. The name of each family wishing to relocate will be placed in the lottery box. A Board member will then draw the number of names from the box corresponding to the number of units available.

- * As an incentive, the housing authority shall bear the cost of relocation. Relocation costs are limited to the actual cost of the move and utility deposits including telephone and cable TV, but only if the resident had a telephone and cable TV at the unit being vacated.
- * Should the number of families necessary to achieve the 40% target chose not to relocate, the housing authority shall target the appropriate number of units and will apply the wait list skipping procedure defined below to occupy the units as units become available for occupancy.

Maintaining deconcentration

Maintaining the 40% target of families whose income are at or below 30 percent of median ("very poor families") of HUD's current income limits.

The Quality Housing and Work Responsibility Act of 1998 (Pub. L. 105-276, 112 Stat. 2461, approved October 21, 1998) (QHWRA) allows a housing authority to offer incentives to eligible families that would help accomplish the deconcentration and income-mixing objectives. In addition, skipping of a family on a waiting list specifically to reach another family with a lower or higher income is permissible, provided that such skipping is uniformly applied.

Therefore, when a development's percentage of families meeting the 30 percent of median ("very poor families") of HUD's current income limits falls below 40% of the total units, the housing authority shall select the next eligible family from the wait list whose income is less than 30 percent of median ("very poor families") of HUD's current income limits and who meets all other admissions requirements. The housing authority shall continue selecting families in this manner until the 40% target is met.

Likewise, should a development's percentage of families meeting the 30\ percent of median ("very poor families") of HUD's current income limits exceed 40% of the total units, the housing authority shall select the next eligible family from the wait list whose income is more than 30 percent of median ("very poor families") of HUD's current income limits. The housing authority shall continue selecting families in this manner until the 60% target is met.

PHA Plan Table Library

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI-27-1	Lemoyne Gardens	53	29.4
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Update lighting 50 poles		150,000	2000
200 New furnaces		200,000	2000
Replace 400 Storm Doors		100,000	2000
400 New Appliances		200,000	2000
Install Unit Alarm System w/monitoring device for 200 units		400,000	2001
New Gutters and Downspouts		75,000	2001
New Closet Doors for 200 units		100,000	2002
Paint Interior of 200 Units		370,000	2002
Install electrical panels		75,000	2003
Upgrade all interior doors		200,000	2003
Install new floor tile		250,000	2003
Total estimated cost over next 5 years		2,120,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
MI-27-2	LeMoyne Gardens	19	15.8
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Update Lighting 25 Poles		113,000	2000
New Furnaces 100		100,000	2000
Replace Storm Doors 200		50,000	2000
New Appliances 200		171,700	2000
Install unit alarm system w/ monitoring device 100		200,000	2001
New Gutters and Downspouts 100		40,700	2001
Extensive Tree Trimming/Removal 100		50,000	2001
New Closet Doors 100		50,000	2002
Paint Interior of Units 100		186,657	2002
Electrical Panels 100		50,000	2003
Upgrade all Interior Doors 100		100,000	2003
Install New Floor Tile 100		125,000	2003
Total estimated cost over next 5 years		1,237,057	

Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MI-27-3	Demby Terraces	44	22.0	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Update Lighting 50 Poles			50,000	2000
New Furnaces 200			200,000	2000
Replace Storm Doors 400			100,000	2000
Install Unit Alarm System w/ monitoring device 200			400,000	2001
New Gutters and Downspouts 200			75,000	2001
Extensive Tree Trimming/Removal 200			75,000	2001
New Closet Doors 200			100,000	2002
Paint Interior of Units including Plaster repairs 200			370,000	2002
New Appliances 200			203,043	2002
Emergency Generator Site Wide			179,700	2003
Install New Floor Tile 200			250,000	2003
Upgrade all Interior Doors 200			200,000	2003
Repair/Replace sidewalks 200			50,000	2003
Total estimated cost over next 5 years			2,252,743	

Optional 5-Year Action Plan Tables			
Development	Development Name	Number	% Vacancies

Number	(or indicate PHA wide)	Vacant Units	in Development	
MI-27-4	Twin Towers	55	27.5	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Renovate elevators to comply with State of Michigan inspector’s citation			44,500	2000
Elevator equipment audit and maintenance specifications			4,200	2000
Emergency boiler tubes replacement			28,000	2000
Upgrade security lighting (parking lot)			25,000	2001
Resurface parking lot			75,000	2001
New appliances			150,000	2002
Paint interior units and common space			339,000	2004
Total estimated cost over next 5 years			665,700	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant	% Vacancies in Development

		Units			
MI-27-5	Canterbury West	3	12.5		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost		Planned Start Date (HA Fiscal Year)
Update Exterior Lighting			30,000		2000
Wrought Iron Fencing			100,000		2002
Total estimated cost over next 5 years			130,000		

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

MI-27-6	Parkside Estates	12	9.0	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Wrought Iron Fencing			164,000	2001
Total estimated cost over next 5 years			164,000	

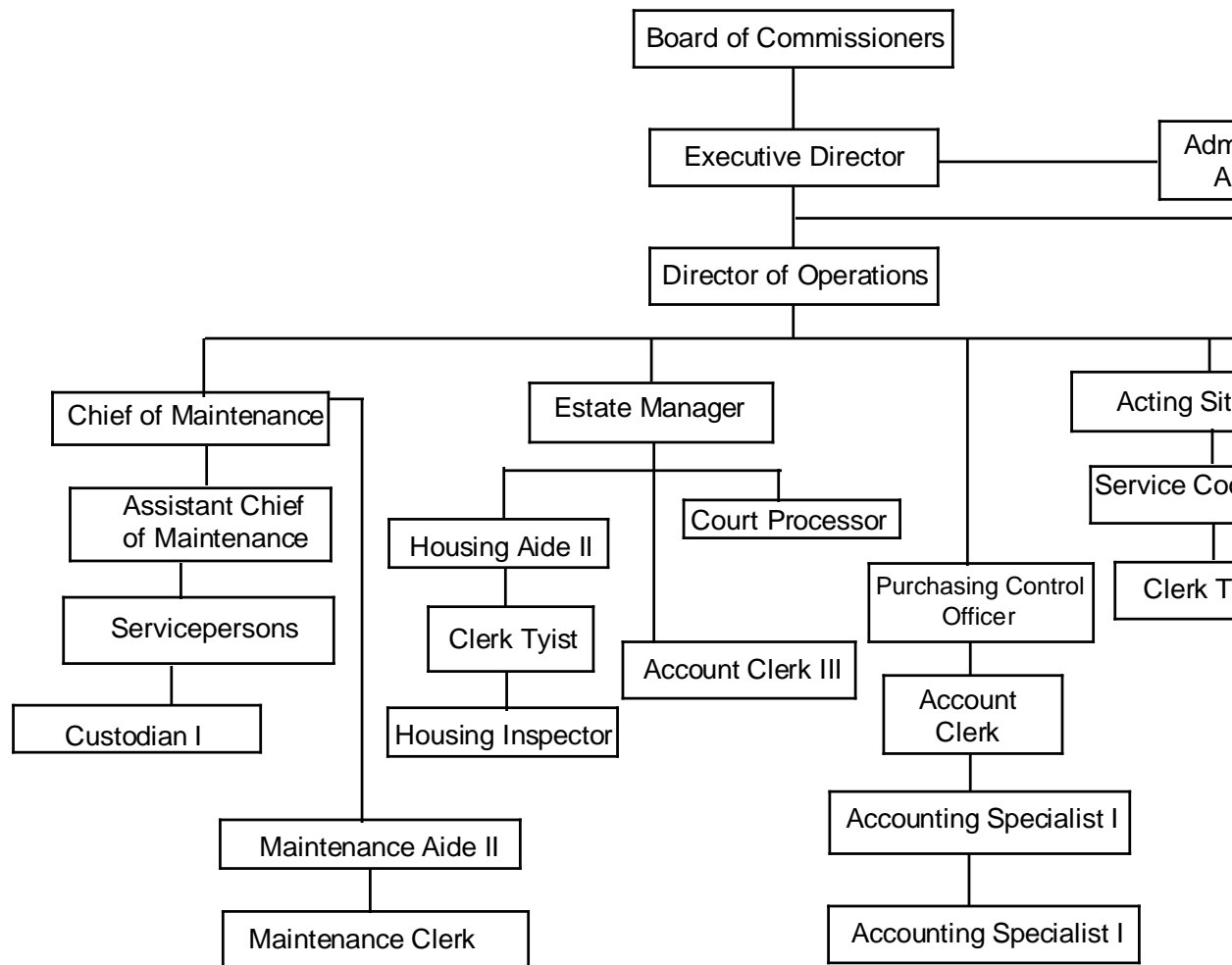
Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

Attachment C

Inkster Housing Commission Current Chart



Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0026 (exp. 10/31/97)

a. Type of Submission Original <input type="checkbox"/> Revision No.: ONE <input checked="" type="checkbox"/>		b. Fiscal Year Ending DEC. 31, 2000		c. No. of months (check one) <input checked="" type="checkbox"/> 12 mo. <input type="checkbox"/> Other (specify) _____		d. Type of HUD assisted project(s) 01 <input checked="" type="checkbox"/> PHA/IHA Owned Rental Housing 02 <input type="checkbox"/> IHA Owned Mutual Help Homeownership 03 <input type="checkbox"/> PHA/IHA Leased Rental Housing 04 <input type="checkbox"/> PHA/IHA Owned Turnkey III Homeownership 05 <input type="checkbox"/> PHA/IHA Leased Homeownership			
e. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA) INKSTER HOUSING COMMISSION									
f. Address (city, state, zip code) 4500 INKSTER RD., INKSTER, MI 48141									
g. ACC Number C-3015		h. PAS/LOCCS Project No. MI 27/1-6		i. HUD Field Office DETROIT					
j. No. of D.Units 855		k. No. of Unit Mos. Avail. 10,260		m. No. of Projects SIX					

Line No.	Acct. No.	Description (1)	Actuals Last Fiscal Yr.:12/99 PRE-GAAP (2)	Estimates or Actuals Current Budget Dec-00 (3)	Requested Budget Estimates			
					PHA/IHA Estimates		HUD Modifications	
					PUM (4)	(to nearest \$10) (5)	PUM (6)	(to nearest \$10) (7)
Homebuyers Monthly Payments for:								
010	7710	Operating Expense						
020	7712	Earned Home Payments						
030	7714	Nonroutine Maintenance Reserve						
040	Total	Break-Even Amount (sum of lines 010, 020 and 030)						
050	7716	Excess (or deficit) in Break-Even						
060	7790	Homebuyers Monthly Payments - Contra						
Operating Receipts								
070	3110	Dwelling Rental	134.49	135.67	131.58	1,350,000		
080	3120	Excess Utilities	1.05	0.97	0.71	7,300		
090	3190	Nondwelling Rental	2.58	2.92	5.76	59,100		
100	Total	Rental Income (sum of lines 070, 080 and 090)	138.12	139.56	138.05	1,416,400		
110	3610	Interest on General Fund Investments	2.49	1.46	1.79	18,350		
120	3690	Other Income	5.88	5.85	6.11	62,700		
130	Total	Operating Income (sum of lines 100, 110 and 120)	146.49	146.87	145.95	1,497,450		
Operating Expenditures - Administration:								
140	4110	Administrative Salaries	49.03	45.30	46.10	472,950		
150	4130	Legal Expense			2.14	22,000		
160	4140	Staff Training						
170	4150	Travel	1.62	0.49	0.97	10,000		
180	4170	Accounting Fees	1.75	1.75	1.75	18,000		
190	4171	Auditing Fees		0.34	0.68	7,000		
200	4190	Other Administrative Expenses	12.93	14.28	12.09	124,000		
210	Total	Administrative Expense (sum of line 140 thru line 200)	65.33	62.16	63.74	653,950		
Tenant Services:								
220	4210	Salaries			0.40	4,150		
230	4220	Recreation, Publications and Other Services	0.25	0.00	0.00			
240	4230	Contract Costs, Training, Other			0.00			
250	Total	Tenant Services Expense (sum of lines 220, 230 and 240)	0.25	0.00	0.40	4,150		
Utilities:								
260	4310	Water	47.88	50.19	45.61	468,000		
270	4320	Electricity	26.01	26.80	23.05	236,500		
280	4330	Gas	14.92	16.08	14.62	150,000		
290	4340	Fuel						
300	4350	Labor						
310	4390	Other utilities expense						
320	Total	Utilities Expense (sum of line 260 thru line 310)	88.81	93.07	83.28	854,500		

form HUD-52564 (3/95)

Name of PHA/IHA INKSTER HOUSING COMMISSION					Fiscal Year Ending DEC. 31, 2000			
Line No.	Acct. No.	Description (1)	Actuals Last Fiscal Yr.:12/99 PRE-GAAP (2)	Estimates or Actuals Current Budget Dec-00 (3)	Requested Budget Estimates			
					PHA/IHA Estimates		HUD Modifications	
					PUM (4)	(to nearest \$10) (5)	PUM (6)	(to nearest \$10) (7)
Ordinary Maintenance and Operation:								
330	4410	Labor	14.98	17.23	18.13	186,000		
340	4420	Materials	4.35	4.87	6.24	64,000		
350	4430	Contract Costs	122.81	113.94	151.35	1,552,800		
360	Total	Ordinary Maintenance & Operation Expenses (line 330 to 350)	142.14	136.04	175.71	1,802,800		
Protect Services:								
370	4460	Labor						
380	4470	Materials						
390	4480	Contract Costs	(0.44)	0.00		0		
400	Total	Protective Services Expense (sum of lines 370 to 390)	(0.44)	0.00		0		
General Expense:								
410	4510	Insurance	17.61	18.86	18.86	193,500		
420	4520	Payments in Lieu of Taxes	4.13	4.65	4.87	50,000		
430	4530	Terminal Leave Payments	1.46		0.00			
440	4540	Employee Benefit Contributions	22.86	25.20	23.95	245,760		
450	4570	Collection Losses	12.11	7.31	8.77	90,000		
		FIC			4.01	41,100		
460	4590	Other General Expenses Simmons Center	1.23	1.75	4.09	42,000		
470	Total	General Expense (sum of lines 410 to 460)	59.40	57.77	64.56	662,360		
480	Total	Routine Expense (sum of lines 210,250,320,360,400 & 470)	355.49	349.04	387.70	3,977,760		
Rent for Leased Dwellings:								
490	4710	Rents to Owners of Leased Dwellings						
500	Total	Operating Expense (sum of lines 480 and 490)	355.49	349.04	387.70	3,977,760		
Nonroutine Expenditures:								
510	4610	Extraordinary Maintenance	2.41		0.88	9,000		
	4620	Casualty Losses	3.17	4.87	(13.93)	(142,964)		
520	7520	Replacement of Nonexpendable Equipment			0.00			
530	7540	Property Betterments and Additions			0.00			
540	Total	Nonroutine Expenditures (sum of lines 510,520 and 530)	5.58	4.87	(13.06)	(133,964)		
550	Total	Operating Expenditures (sum of lines 500 and 540)	361.07	353.91	374.64	3,843,796		
Prior Year Adjustments:								
560	6010	Prior Year Adjustments Affecting Residual Receipts	2.10					
Other Expenditures:								
570		Deficiency in Residual Receipts at End of Preceding Fiscal Yr.						
580	Total	Operating Expenditures, including prior year adjustments and other expenditures (line 550 plus or minus line 570)	363.17	353.91	374.64	3,843,796		
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)	(203.64)	(207.04)	(228.69)	(2,346,346)		
HUD Contributions:								
600	8010	Basic Annual Contribution Earned - Leased Projects Current Year						
610	8011	Prior Year Adjustments - (Debit) Credit						
620	Total	Basic Annual Contribution (line 600 plus or minus line 610)						
630	8020	Contributions Earned - Op.Sub.:Cur.Yr.(before yr.end adj)	197.65	228.78	228.78	2,347,271		
640		Mandatory PFS Adjustments (net):						
650		Other (specify): Other Income Incentive Adj.						
660		Other (specify): Addl. Revenues, HUD Grants	13.04		0.00			
670		Total Year-end Adjustments/Other (plus or minus lines 640 thru 660)						
680	8020	Total Operating Subsidy-current year (line 630 plus or minus line 670)						
690	Total	HUD Contributions (sum of lines 620 and 680)	210.69	228.78	228.78	2,347,271		
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690)						
		Enter here and on line 810	(6.00)	21.74	0.09	925		

Name of PHA/IHA INKSTER HOUSING COMMISSION	Fiscal Year Ending DEC. 31, 2000
--	--

		Operating Reserve	PHA/IHA Estimates	HUD Modifications
		Part I - Maximum Operating Reserve - End of Current Budget Year		
740	2821	PHA/IHA-Leased Housing - Section 23 or 10(c) 50% of Line 480, column 5, form HUD-52564	1,988,880	

		Part II - Provision for and Estimated and Actual Operating Reserve at Fiscal Year End		
780		Operating Reserve at End of Previous Fiscal year - Actual for FYE (date): 12/31/98	478,960	
790		Provision for Operating Reserve - Current Budget Year (check one) ____ Estimated for FYE <input checked="" type="checkbox"/> Actual for FYE 12/31/99, incl. GAAP conversion Dec-99	(356,062)	
800		Operating Reserve and end of Current Budget Year (check one) ____ Estimated for FYE <input checked="" type="checkbox"/> Actual for FYE 12/31/99, incl. GAAP conversion 12/31/99	122,898	
810		Provision for Operation Reserve - Requested Budget Year Estimated for FYE Enter Amount from line 700	925	
820		Operating Reserve at End of Requested Budget Year Estimated for FYE (Sum of lines 800 and 810)	123,823	
830		Cash Reserve Requirement - <u>15</u> % of line 480	597,734	

Comments:

PHA/IHA Approval

Name Tony L. Love

Title Executive Director

Signature  Date 12/17/00

Field Office Approval

Name _____

Title _____

Signature _____ Date _____

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 196,673

B. Eligibility type (Indicate with an "x") N1_____ N2_____ R___X___

C. FFY in which funding is requested FFY2000

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

Continuation of Security Services of 4 officers above baseline for 858 units which consist of 2 eight hour shifts, 2 officers per shift per day and 1 clerical support person and contracted unarmed security officers.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Demby Terraces	200	400
LeMoyne Gardens	300	600
Twin Towers	200	155
Canterbury West	24	48
Parkside Estates	134	268

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months_____ **12 Months**_____ **18 Months**_____ **24 Months**_____ **Other** ___9___

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	235,930	MI28DEP0270195	0	GE	
FY 1996	256,000	MI28DEP0270196	0	GE	
FY 1997	256,000	MI28DEP0270197	0	None	
FY 1998	256,000	MI28DEP0270198	0	None	
FY 1999	188,709	MI28DEP0270199	148,709	None	8/31/01

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

Better security and reduction of drug activity in all developments. Twin Towers will be provided security services to residents with the assistance of the City of Inkster Police Department and contracted unarmed security officers.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	132,000
9120 - Security Personnel	39,673
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	25,000
TOTAL PHDEP FUNDING	196,673

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$132,000		
Goal(s)	Reduce Drug Related Criminal Activities						
Objectives	Reduce Drug Related Criminal Activities by 5% - 10% and increase the residents sense of security.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Increase Police presence and train in community, policing techniques to reduce the number of serious crimes.			Ongoing	Ongoing	132,000	N/A	Evaluate Crime Statistics and Training Accomplished

9120 - Security Personnel					Total PHDEP Funding: \$39,673		
Goal(s)	Reduce Drug Related Crimes and Improve Residents sense of security at Twin Towers.						
Objectives	Reduce the presence of unauthorized visitors in the building by controlling all entrances and requiring identification of all visitors.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.After business hours/ weekend security services and monitoring of unauthorized visitors			12/00	Ongoing	39,673	90,178 (Op.Fund)	Resident satisfaction survey

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

3.							
----	--	--	--	--	--	--	--

9160 - Drug Prevention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$25,000		
Goal(s)	Establish Police Mini-Stations in Demby Terraces and LeMoyne Gardens. Eliminate Middlebelt Mini Station.						
Objectives	Additional visibility of police forces in the developments						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. Utilities/Maintenance of Police Mini-Stations			04/01	Ongoing	25,000		Increased visibility as reported in the resident satisfaction survey.

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item # FY 2000	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1 & 2</i>		<i>Activity 2</i>	
9110	Activity 1	132,000	Activity 1	132,000
9120	Activity 1	39,673	Activity 1	39,673
9130				
9140				
9150				
9160				
9170				
9180				
9190	Activity 1	25,000	Activity 1	25,000
TOTAL		196,673		196,673

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

CAPITAL FUND PROGRAM TABLES START HERE

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name		Inkster Housing Commission		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2001	Work Statement for Year 3 FFY Grant: PHA FY: 2002	Work Statement for Year 4 FFY Grant: PHA FY: 2003	Work Statement for Year 5 FFY Grant: PHA FY: 2004
	Annual Statement				
		MI 27-1	MI 27-1	MI 27-1	MI 27-3
		Upgrade security Lighting	New closet doors	Install electrical panels	Renovate unit/mobility
		Tree trimming/removal	Paint interior of units	New floor tiles	Accessible
		MI 27-2	MI 27-2	Upgrade interior doors	New floor tiles
		Upgrade security lighting	New closet doors	Renovate unit mobility	Upgrade interior doors
		Tree trimming/removal	Paint interior of units	Accessible	MI 27-4
		Accumulation of fund (roofs)	Accumulation toward	MI 27-2	Paint interior units &
		MI 27-3	Comprehensive roof repairs	Install electrical panels	Common space
		Upgrade security lighting	MI 27-3	New floor tiles	MI 27-5
		Storm doors	Renovate unit/mobility accessible	Upgrade interior doors	Paint interior of units
		Tree trimming/removal	New closet doors	Renovate unit/mobility	PHA WIDE
		New appliances	Paint interior of units	Accessible	Operators
		MI 27-4	MI 27-4	Accumulation toward	Management
		Upgrade security lighting	New appliances	Comprehensive roof	Improvements
		Resurface parking lot	MI 27-5	Repairs	Fees and Costs
		Relocation expense for non-Elderly tenants	New appliances	MI 27-3	Contingency
		MI 27-5	MI 27-6	Repair/replace	
		Upgrade security lighting	New Appliances	Sidewalks	
		PHA WIDE	PHA WIDE	MI 27-6	
		MI 27-6	Operators	Interior painting of	
		Tree trimming/removal	Fees and Costs	Units	
		PHA WIDE	Administration	PHA WIDE	
		Administration		Operators	

		Fees and Costs		Management	
		Operation		Improvements	
		Management Improvement		Administration	
		Contingency		Fees and Costs	
Total CFP Funds (Est.)		1,825,034	1,916,028	1,850,031	1,850,031
Total Replacement Housing Factor Funds					
Signature of Executive Director and Date			Signature of Public Housing Director Office of Native American Programs Administrator and Date		
X			X		

Part II: Supporting Pages—Work Activities

[illegible]

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Inkster Housing Commission		Grant Type and Number: Capital Fund Program Capital Fund Program Grant No: MI28 P02750100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	92,502			
3	1408 Management Improvements Soft Costs	12,000			
	Management Improvements Hard Costs				
4	1410 Administration	63,500			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	95,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	1,219,529			
11	1465.1 Dwelling Equipment—Non-expendable	300,000			
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	58,000			
14	1485 Demolition	9,500			
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Inkster Housing Commission		Grant Type and Number: Capital Fund Program Capital Fund Program Grant No: MI28 P02750100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines)	1,850,031			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance	20,000			
	Amount of line XX Related to Security-Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				
Signature of Executive Director and Date X		Signature of Public Housing Director Office of Native American Programs Administrator and Date X			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Inkster Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI 27P0 2750100 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
MI 27-1	Storm Doors/Front & Rear		1460	200 units		\$100,000			
MI 27-1	New Appliances		1465.1	200 units		200,000			
MI 27-1	Demolition of Fire unit		1485	4		9,500			
MI 27-1	Accumulation toward comprehensive		1460	94		232,801			
	Roof repair								
MI 27-2	Storm Doors/Front & Rear		1460	100 units		50,000			
MI 27-2	New Appliances		1465.1	100 units		100,000			
MI 27-3	Renovate bathroom/new bath tub liners		1460	200 units		684,528			
	And surrounds, lavatories & toilets								
	floor tile, lighting and painting								
MI 27-3	Renovate units to be mobility assessable		1460	2 units		20,000			
MI 27-4	Renovate elevators to comply with		1460	4 cars		44,500			
	State of Michigan inspector’s citation								
MI 27-4	Elevators equipment audit &		1460	1		4,200			
	Maintenance specifications								
MI 27-4	Emergency boiler tubes replacement		1460	79		28,000			
MI 27-6	Replace electrical switches & outlets		1460	200 units		11,000			
PHA WIDE	Security lighting repairs		1460			44,500			
PHA WIDE	Operations		1406			92,502			
PHA WIDE	Administration: Salaries to		1410			63,500			
	Administrate and monitor the program								
	Exec. Director, Finance Director, Chief								

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Inkster Housing Commission			Grant Type and Number Capital Fund Program Grant No: MI 27P0 2750100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Of Maintenance, Estate manager and								
	Fringe benefits								
PHA WIDE	Fees and Costs: Architect's development of plants & specifications and inspection		1430			95,000			
PHA WIDE	Mad-vac mobil cleaner replacement for		1475	1		20,000			
	Trash and debris removal								
PHA WIDE	4 X 4 truck with snow plow & salter		1475	1		28,000			
PHA WIDE	Maintenance radio base station		1475	1		10,000			
	With antenna and (15) radios								
PHA WIDE	Emphasis computer solutions on site		1408			12,000			
	Training								
Signature of Executive Director and Date			Signature of Public Housing Director Office of Native American Programs Administrator and Date						
X			X						

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Inkster Housing Commission			Grant Type and Number: Capital Fund Program Capital Fund Program No: MI 27P0 2750100 Replacement Housing Factor No:			Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MI 27-1							
Storm Doors	06/30/01			12/31/01			
New Appliances	06/30/01			12/31/01			
Demolition of unit	06/30/01			12/31/01			
MI 27-2							
Storm Doors	06/30/01			12/31/01			
New Appliances	06/30/01			12/31/01			
MI 27-3							
Renovate bathrooms	06/30/01			12/31/01			
Renovate for mobility	06/30/01			12/31/01			
MI 27-4							
Elevator repairs	06/30/01			12/31/01			
Boiler tube repairs	06/30/01			12/31/01			
MI 27-6							
New Electrical	06/30/01			12/31/01			
Switches & outlets	06/30/01			12/31/01			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Inkster Housing Commission		Grant Type and Number: Capital Fund Program Capital Fund Program No: MI 27P0 2750100 Replacement Housing Factor No:				Federal FY of Grant: <div style="text-align: right;">2000</div>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE							
Security lighting	06/30/01			12/31/01			
Operations	06/30/01			12/31/01			
Administration	06/30/01			12/31/01			
Fees & Costs	06/30/01			12/31/01			
Mad-vac mobil	06/30/01			12/31/01			
Cleaner							
Truck maintenance	06/30/01			12/31/01			
Radio base Station	06/30/01			12/31/01			
Staff computer	06/30/01			12/31/01			
training							
Signature of Executive Director and Date X				Signature of Public Housing Director Office of Native American Programs Administrator and Date X			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
Total CFP Funds (Est.)					
Total Replacement Housing Factor Funds					

Part II: Supporting Pages—Work Activities

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